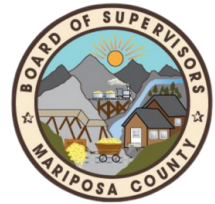




Mariposa County

Mariposa County MINUTES of the Planning Commission

<http://www.mariposacounty.org/>



ART BAGGETT, CHAIR
WARREN GRAY
MICK HERMAN
DENI SMITH, VICE CHAIR
JOHN MCCAMMAN

DISTRICT I
DISTRICT II
DISTRICT III
DISTRICT IV
DISTRICT V

PLANNING COMMISSION FINAL ACTION SUMMARY MINUTES NOVEMBER 7, 2025

A. Call to Order and Roll Call

Chair Baggett called the meeting to order at 9:01 A.M.

Attendee Name	Title	Status	Arrived
Art Baggett	District I	Present	9:00 AM
Warren Gray	District II	Present	9:00 AM
Mick Herman	District III	Present	9:00 AM
Deni Smith	District IV	Present	9:00 AM
John McCamman	District V	Present	9:00 AM

B. Pledge of Allegiance

Commissioner McCamman led the pledge.

C. Public Comment on Non-Agenda Items

Persons wishing to speak on any item of interest within the subject matter or jurisdiction of the Commission that is not on the agenda.

There was no public comment received.

D. Approval of Minutes

1. Planning

Planning Commission — Regular Meeting — October 24, 2025

By motion of Commissioner Smith, seconded by Commissioner Herman, the Planning Commission approved the minutes of October 24, 2025, as presented. Motion passed.

RESULTS: APPROVED

AYES: Commissioner Baggett, Commissioner Gray, Commissioner Herman, and Commissioner Smith,

NOES: None

ABSTAIN: Commissioner McCamman

EXCUSED: None

E. Public Hearing

1. Planning

PUBLIC HEARING: Adopt a resolution recommending that the Board of Supervisors accept the 2024 General Plan Annual Report and direct staff to forward the final resolution for the 2024 General Plan Annual Report to the State Department of Housing and Community Development and the State Office of Land Use and Climate Innovation, County Project No. PLAN-INTER-2025-00028.

Baggett opened the Public Hearing.

The Planning Director, Steve Engfer, provided background information of the Annual General Report required by the State Department of Housing and Community Development and the State Office of Land Use and Climate Innovation.

Senior Planner, Ben Goger, presented the Mariposa County General Plan Annual Report 2024 with a PowerPoint presentation.

After the presentation, Goger then introduced Planner II, Polina Pivak, who presented the Housing Element Implementation and provided the Commission with an update on the Short-Term Rental Study.

Public comment was received by Ken Melton (resident), who expressed concerns regarding the air pollution requirements that are required in other Counties but not required in Mariposa County. Melton expressed concerns that if the Commission adopted the General Plan Annual Report Mariposa County would be required to meet those requirements.

After discussion, Goger noted that Community Design Development Planner I/II, Hannah Harrison, is working on the Green Gas Emission Study who could present her findings. The Commission requested that Harrison present the Green Gas Emission Study in the future.

By motion of Commissioner Herman, seconded by Commissioner McCamman, the commission adopted a resolution recommending that the Board of Supervisors accept the 2024 General Plan Annual Report and direct staff to forward the final resolution for the 2024 General Plan Annual Report to the State Department of Housing and Community Development and the State Office of Land Use and Climate Innovation, County Project No. PLAN-INTER-2025-00028.

RESULTS: ADOPTED

AYES: Commissioner Baggett, Commissioner Gray, Commissioner Herman, Commissioner Smith, and Commissioner McCamman.

NOES: None

ABSTAIN: None

EXCUSED: None

F. Discussion and Action

1. Planning

Discussion and Action on the Draft Development Code Update, Articles 5, 6, 7 and 8 Subdivision & Zoning Ordinances

A discussion occurred between the Commission and Staff regarding whether Article 5 should be discussed or tabled to the next meeting with Baggett noting that changes made to this Article after the agenda packet was published were not reflected in the agenda packet.

Engfer clarified that the changes were made to Article 5 after a meeting was held with Ken Melton and Mariposa County Public Land Surveyor, Russ Marks, and asked that the Commission provide staff with a directive for any additional information they wanted to include in Article 5, or direct staff to move forward with the recent changes. Engfer further noted that a discussion could occur regarding “An Offer of Dedications” (a section in Article 5) as County Staff were in attendance to answer any questions.

Baggett noted that the discussion should occur to move Article 5 forward at the November 21, 2025 Planning Commission meeting.

Public comment was received by Ken Melton (Resident), who strongly suggested that the Commission table this item to the next meeting as the changes to Article 5 were not included in the agenda packet.

Baggett clarified that Article 5 was included in the agenda packet and that the discussion was to provide Staff with a directive.

After discussion the directive from the Commission was for Staff to bring Article 5 with the recent changes to “An Offer of Dedications” to the November 21, 2025, Planning Commission meeting with no additional changes from the Commission.

Baggett called for recess at 10:03 A.M. and the meeting reconvened at 10:12 A.M.

Goger presented Article 6 – Nonconforming Uses, Structures, and Parcels.

Public comment was received by Ken Melton (Resident), who noted that there was a duplication on page 158, 17.92.010 – Legal Nonconforming Uses, Item F – Changes to a Nonconforming Use, #1 that was also included in Chapter 17.94 – Nonconforming Structures on page 160. Williams concurred with Melton that it was a duplicate and noted that Nonconforming Structures in Chapter 17.94, Item A, should be replaced with “Changes to a Nonconforming Structure.”

The Commission did not provide Staff with any changes to Article 6 – Nonconforming Uses, Structures, and Parcels.

The Commission moved to Article 7 – Permit Processing Procedures.

Baggett recommended that Staff differentiate between a commercial zone parcel versus a residential zone for the “Grading” section in Article 7. Williams concurred and explained that the provisions only apply to

commercial development, multi-family development, light industrial development, and would not apply to single family residential development (sub-division).

The consensus from the Commission was that for all commercial developments should have a site plan prior to obtaining a grading permit.

The following public comments were provided by Ken Melton (Resident):

- Melton questioned why a site plan should be required prior to obtaining a grading permit and noted that this took rights away from the property owner.
During discussion, Williams noted that Staff could add language to Chapter 17.110 – Design Review, 17.110.010 – Purpose and Intent, to make it clear that the purpose of this chapter was to apply this review process in the design review overlay district. The Commission concurred with Williams.
- Chapter 17.102 – Application Processing Procedures, 17.102.070 – Filing Fees and Requirements, Item C – Refunds and Withdrawals, Item 1 on page 179, Melton asked for clarification and definition for “Consultant Time” specifically related to fees. Williams provided the definition and noted that additional language could be incorporated to further explain the additional fees for the use of an outside agency for consultation.
- Page 185, Chapter 17.104.060 – Finding and Decision, Item B – Conditional Use Permit Findings, Item 1 – Adequate open space is being provided, Melton suggested that this sentence is vague and should be clarified. Baggett recommended that staff include language with a specific cause or purpose for requesting this open space.
- Page 191, Chapter 17.106.060 – Finding and Decision, B – Required Findings, Item D – Ensure compatibility with those uses in the vicinity of the proposed development, Item 2, Melton noted that this section should be removed as this allowed for a third party to take full control of the project. McCamman recommended removing the text “high quality architectural and orientation opportunities.” After discussion, the Commission directed staff to revise this section to state, “The proposed development will result in a development that includes but is not limited to appropriate variety of structure placement and orientation opportunities, appropriate mix of structure sizes, enhancement of private and common open space areas that might otherwise not occur in a standard development.”
- Page 199, Chapter 17.110 – Design Review, 17.110.020 – Application Filing, Processing, and Review, Item A – Design Review Overlay Zone (DR), Melton noted that the requirements for the Design Review should only be required in the Historic Districts of Mariposa and not the Town Planning Areas. McCamman noted that the Design Review was previously discussed, and Staff will amend the language to areas where the Design Review Overlay was established and adopted in the Town Planning Areas.
- Page 200, Chapter 17.110 – Design Review, 17.110.020 – Application Filing, Processing, and Review, Item 3 – Plan Review Exemption, Melton noted that the Plan Review Exemption was a duplicate as this was also listed on page 201, B – Historic Design Review Overlay Zone (HDR), Item 4 – Plan Review Exemption. Williams provided clarification and noted that this was not a duplication and that both sections should in there.

Willimas noted that Staff will make a change to page 201, changing the Design Review time to 30 days, and to Item B – Historic Design Review Overlay Zone (HDR), Item 3 – Application Processing Procedures, # C, to 30 days as well.

Melton continued providing the following public comments:

- Page 205, Melton highlighted that the Commission previously removed Item b – Viewshed and Item d – Landform Grading from this section.
After discussion, the Commission’s consensus was to keep Item B – Viewshed and Item D – Landform Grading as both items are in the General Plan. In addition, Baggett recommended including these items to the General Plan discussion.
- Page 220, 17.116.020 – Applicability/Permit Requirement, Item A – Single-family Dwelling Zoning Clearances, Item B – Commercial, Industrial, or Multi-Family Dwelling Zoning Clearances, and Item C – Zoning Clearance Processing Procedures, Melton recommended replacing the word “the” with “any” before required fee in compliance with the fee schedule, to Item A and Item B. Then asked for clarification from Staff if Item C is their current procedure.
- Page 222, Chapter 17.118 – Demolition Permit – Historic Structures, 17.118.020 – Application and Processing Procedures, Melton was not in support on this section and expressed that Design Review is for new construction and should not be there for demolition. Goger explained that the demolition would still need to be reviewed by the Historic Sites Records and Preservation Committee.
- Page 230, Chapter 17.120 – Permit Implementation, Time Limits, and Extensions, 17.120.10 – Notifying County Assessor-Recorder, Melton was not in support of this section and expressed confusion as to why this section was in this section. After discussion, the Consensus from the Commission was to remove 17.120.110 – Notifying County Assessor-Recorder from Chapter 17.120 – Permit Implementation, Time Limits, and Extensions.

The Commission moved to Article 8 – Development Code Administration.

There was no public comment received.

The Commission did not have any changes to make to this section.

G. Commissioner Reports

The Commission did not have any items to report.

H. Information Items

Information was received by Steve Engfer.

I. Future Agenda Items

- November 21, 2025 – Land Conservation Act Applications and preparation for discussion for the Joint Meeting with the Board of Supervisors.

- December 5, 2025 – This meeting is still standing and has not been cancelled.
- December 9, 2025 – Development Code Update Recommendation to the Board of Supervisors at the 2pm Joint meeting, and provide the Board with the General Plan Amendments.

J. Adjournment

There being no further business the meeting was adjourned at 11:46 A.M.

Respectfully submitted,

ART BAGGETT, Chair
Mariposa County Planning Commission

SOPHEA CRAIGHEAD, Secretary
Mariposa County Planning Commission

Note: Full audio recordings of the minutes are available from the Planning Department by request or online: [Agendas & Minutes | Mariposa County, CA - Official Website](#)